



DEPARTMENT OF THE ARMY
HEADQUARTERS, 130th ENGINEER BRIGADE
UNIT 20193 BOX 0044
APO AE 09165-0044

REPLY TO
ATTENTION OF

AETV-EB-CDR

13 June 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Brigade Policy Letter # 14 - Open Door Policy

1. All 130th Engineer Brigade commanders will establish a written Open Door Policy giving soldiers, their family members and civilians access to command channels.
2. This policy is intended to encourage communication in cases where the sensitivity or personal nature of an issue may discourage a soldier from seeking advice or council at unit level. It is not intended to bypass the chain of command. I expect the chain of command to be the primary means with which to communicate and resolve issues and concerns. And I expect leaders at all levels to aggressively resolve concerns or issues of their soldiers.
3. If the chain of command proves to be ineffective or the sensitivity of the issues precludes lower levels of command involvement, then I will be available to respond to the soldiers, their family members and civilians with the 130th Engineer Brigade. Individuals desiring an appointment should contact my secretary at DSN 322-8260 or my enlisted assistant at DSN 322-8959.

GREGG F. MARTIN
COL, EN
Commanding

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